

REQUEST TO MAKE AN OFFER

Department/Division \_\_\_\_\_

Position Title \_\_\_\_\_

Position # \_\_\_\_\_

Effective Date of Appointment: \_\_\_\_\_

Submitted by the Search Committee in accordance with the University of Tennessee at Martin Affirmative Action Plan.

Approvals:

\_\_\_\_\_  
Department Chair \_\_\_\_\_  
Date

\_\_\_\_\_  
Dean \_\_\_\_\_  
Date

\_\_\_\_\_  
Vice Chancellor/Chancellor \_\_\_\_\_  
Date

\_\_\_\_\_  
Vice Chancellor Finance & Administration \_\_\_\_\_  
Date

\_\_\_\_\_  
Equity and Diversity Officer/  
Title VI Coordinator \_\_\_\_\_  
Date